

Employer Registration Process 2014

Overview:

Navigate to the Employer Information page and click on the register link to be taken to the ticketing site. Select the number and quantity of tickets needed and enter contact information. Once you have registered, you will be taken to PayPal to complete the payment process. Enter your payment information on PayPal to complete your order.

1. Navigate to http://wsd.dli.mt.gov/local/missoula/career_fair/employers.asp and click on the blue "Register" button.

2. Select the number of each ticket type you require. Please note that the Employer registration ticket type *includes* 2 buffet tickets. For example, if you need 3 buffet tickets with your employer registration, select 1 employer registration and then 1 additional buffet ticket.





Once you have the correct number of tickets selected, press "Proceed."

3. On the next page you will see your Order Summary, detailing the number of each ticket type you have requested and the total charge. Please fill out the information fields below.

Ticket / Registration information for: 24 April 2014 2:30 PM

Please select ticket / registration type to proceed...

Ticket Type	Sale Ends	Available	Price	Quantity
Early Bird Employer Registration <small>Employer registration includes 6' table, two buffet tickets and access to Wi-Fi and electrical outlets. This early bird discount expires March 25, 2014.</small>	03/24/2014	70	\$85.00	0
Employer Registration <small>Employer registration includes 6' table, two buffet tickets and access to Wi-Fi and electrical outlets.</small>	Not on sale yet	N/A	\$125.00	0
Additional Buffet Tickets <small>Select the number of additional buffet tickets you need.</small>	04/23/2014	50	\$15.00	0
Platinum Sponsorship <small>Platinum sponsorships include table registration and as many buffet tickets as your organization may need. For additional information on the benefits of sponsorship, please contact the Missoula Job Service at 406-728-7060.</small>	04/23/2014	10	\$1000.00	0
Gold Sponsorship <small>Gold sponsorships include as many buffet tickets as your organization may need. For additional information on the benefits of sponsorship, please contact the Missoula Job Service at 406-728-7060.</small>	04/23/2014	10	\$500.00	0
Silver Sponsorship <small>Silver sponsorships include as many buffet tickets as your organization may need. For additional information on the benefits of sponsorship, please contact the Missoula Job Service at 406-728-7060.</small>	04/23/2014	10	\$250.00	0

[Proceed](#)

4. You may choose to pay online using your credit card via PayPal or pay via mailed check. **Please make checks payable to Missoula JSEC.** Choose your preference and select "Complete Registration."
5. If you chose to pay via check, your registration is complete and will be confirmed once we have received your payment.

If you chose to pay online, you will be taken to PayPal to complete the payment process. Please note your total payment will display on the left, and that you have two options to pay: "Log in with an existing PayPal account" or "Pay with a credit or debit card," which will allow you to pay without creating an account or create a PayPal account.

Your payment summary

Description	Amount
Missoula Job Service Employer's Council Invoice number: 2013220014-257254	\$85.00 USD
Total:	\$85.00 USD

Choose a way to pay

Log in to your PayPal account





Email address

Password

[Log In](#)

[Problem with login?](#)

Pay with a credit or debit card
Or simply create a PayPal account

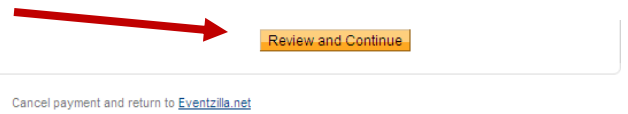
   

Cancel payment and return to [Eventzilla.net](#)

6. If you choose to pay using an existing PayPal account, simply log in and complete your order.

If you choose to pay without creating an account, enter your payment information and select **“Review and Continue.”**

You can also cancel your registration by clicking the link below.



7. Review your order for accuracy and complete the payment process to complete your registration!



For additional assistance or questions, please do not hesitate to contact our office.

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